



LANDSCAPE CONTRACTORS
INSURANCE SERVICES, INC.
Member owned. Service focused.

Consulting Phone Number
(844) 791-0048



LCIS Business Services

CLIENT GUIDE

Business Services Client Support



To ensure the best service, and quickest response, please use one of the three options below.

Phone Number

844-791-0048

M-F 7am-4pm PST

Any message during off hours will be returned the next business day. You can call and/or text this number directly to reach our client support team.

Client Portal

landscape.myconsultingcenter.com

Online portal where you can request and manage consults, buy and access all products and services.

How to book an onboarding

Please use this link to book an onboarding at the most convenient time for you and other staff.

Please call 844-791-0048 to schedule

Company Onboarding

We encourage you to go through a quick onboarding by our client support specialist:

Here is the flow of a typical onboarding session.

1 Review client portal and overview of services:

- Where and how to sign into the client portal
- Walk through how to consult process works
- How to request all other products and services
- Review if there is immediate need for any services
- Ask if other employees should be added as users

2 Walkthrough of consult process

Discuss types of questions, typical consult timeframes, and expectations for consults and address any questions.

3 Detailed review products and services

Our client support team will ask if there are any immediate needs and help get you any further details regarding any product or service.

Consulting Definition and Process



A consult is considered a specific question regarding a specific topic. Consults for multiple states, should be submitted separately due to laws in each state being different.

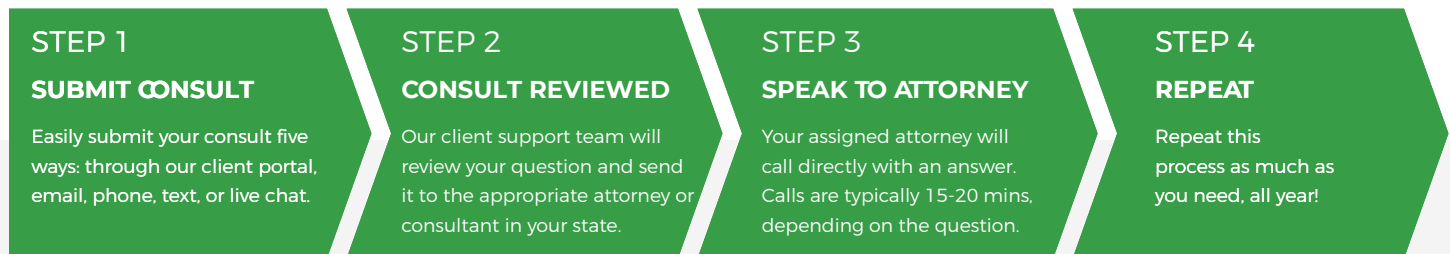
A consult is considered free if the question can be answered by the attorney during the initial call.

- EXAMPLES
- “ We need to terminate an employee for stealing, but only have hearsay from employees. Do we need evidence?
 - “ We hire subcontractors for labor as needed. How do we handle their worker's comp?
 - “ How do FMLA laws apply to an employee who is caring for a sick child/partner?

All initial consults are free; however, some consults may entail more work such as a detailed contract review.

- EXAMPLES
- “ We need to review our subcontract and make any necessary changes per the findings of the review.

This would not be considered free, as the attorney will require more time than the initial call to complete the work for the client. This would apply to any questions that will require additional work from the attorney extending beyond the initial free phone consultation.



STEP 1

SUBMIT CONSULT

Easily submit your consult five ways: through our client portal, email, phone, text, or live chat.

STEP 2

CONSULT REVIEWED

Our client support team will review your question and send it to the appropriate attorney or consultant in your state.

STEP 3

SPEAK TO ATTORNEY

Your assigned attorney will call directly with an answer. Calls are typically 15-20 mins, depending on the question.

STEP 4

REPEAT

Repeat this process as much as you need, all year!

1. Client Portal

This is the most convenient way to submit a consult. Simply login to your account, fill out the consult form and submit.

2. Phone Call or Email

Submit your consult by calling 844-791-0048 M-F 7am-4pm PST or send an email to BusinessServices@LCISinc.com.



Business Services Plan

Standard Plan

Included

for LCIS Clients

Unlimited Consults

Live HR Hotline

Discounts on Products and Services

ASK AGENT FOR DETAILS

| NAME | DESCRIPTION | RETAIL PRICE | MEMBER PRICE |
|----------------------------------|---|---|--|
| ERISA Wrap Document | An ERISA wrap document is a required document under Federal Law for any employer that offers a group health plan. | \$349 or more | \$99 |
| Exempt Status Review | Determine if a position or positions within the organization are properly classified or may be classified as exempt from overtime, as defined by state and/or federal law. | \$249 per position | PER POSITION PRICING 1-25 \$120 21-30 \$108 30+ \$90 |
| Handbook - (Custom) | Once all steps have been completed, your Employee Handbook is legally guaranteed. This means that if the legitimacy of your Employee Handbook is challenged, you'll have the backing of one of the biggest law firms in the country. | \$3,495 | \$1395 \$400 p/additional state \$200 for yearly updates |
| Handbook - (Builder) | Our Handbook Builder lets you meet compliance and legal requirements by creating a customized, all-in-one handbook with all the federal and state policies that apply to your employees and your organization. | \$895 | \$249 |
| Handbook Review | Labor law changes constantly at the state and federal level. If your handbook contains policies that are inconsistent with the law, this leaves your company exposed to potential lawsuits and thousand in fines. | \$249 | Included in Membership |
| Hiring Assessment | Our services specialize in employee testing for hiring and selection, employment development, team building, and organizational development. | \$249 p/test | Save up to 30% |
| HR Hotline | Immediate access to a staff of HR consultants on call for you when you have a question related to a broad range of HR topics. | \$249 | Included in Membership |
| IT Security Assessment | This is a free IT security assessment that will let you know where your business's IT security stands. We'll show you exactly where your business may be susceptible, where it can improve, and how we can help monitor and mitigate potential future problems. | \$349 | Included in Membership |
| Legal Consulting Services | Ask any business-related legal question to our national network of attorney's and receive a call back from an attorney in your state within 4- 6 hours or less. | \$250-\$450 p/consult | Included in Membership |
| Legal Projects Services | Complex legal projects are given to members at a pre-negotiated rate within our attorney network. | \$250-\$450 p/hour | 20% - 30% off hourly rates |
| Payroll Services | Our payroll experts believe in reviewing risk, workflow, compliance, technology and service. request a quote, an expert will speak with you to review your needs and provide you with details. | \$50 p/month plus per employee price | Free Professional Assessment |

| NAME | DESCRIPTION | RETAIL PRICE | MEMBER PRICE |
|---|--|-------------------------|--|
| Safety Plan / Injury and Illness Prevention Programs | Safety Programs protect your employees, visitors, vendors and the community from risk of injury or illness due to any part of your operating systems. | \$850 | \$470 |
| Safety Plan / Injury and Illness Prevention Review | The main goal of the Injury and Illness Prevention Programs (IIPP) is to prevent workplace injuries, illnesses and deaths. Get your safety plan reviewed for free! If you don't have a safety plan, you can also get yours from our store here. | \$249 | Included in Membership |
| Safety Tailgate Meeting | Safety Meetings are easy to read and quick to deliver, allowing supervisors to effectively incorporate safety into their day-to-day operation without stopping production. | \$262 ----- \$307 | 26 weeks - \$239 ----- 52 weeks - \$279 |
| Sexual Harassment Training (web-based) | Our manager and employee training programs will teach the skills needed to keep your business protected from fines and potential litigation. | \$29-39 per employee | <u>Volume Pricing</u> 2-9 = \$13.35 p/employee 10-24 = \$11.36 p/employee 25 or more = \$10.80 p/employee |
| Sexual Harassment Training (in-person) | Provide training to large group of employees on-site. Includes all materials required to get valid certificates for all staff in attendance. | \$1999 or more | \$999 for Unlimited Employee's |
| Workers Comp Review | The experience modification rate rewards companies who handle their claims well by lowering their premium, and it has the reverse effect when claims are poorly managed. The cost of this service is 3-6% of the premium. This is a small charge when you consider an average ROI of 661%! | \$\$\$ | Free Professional Assessment |

